

WOODLANDS BEHAVIORAL HEALTHCARE NETWORK BOARD MEETING

June 23, 2020

4:03 p.m. – 5:10 p.m.

PRESENT: None

PRESENT VIA PHONE: Terry Ausra, Judy Brown, Louis Csokasy, Dwight Dyes, Michael Grice, Michael McShane, Mary Middleton, Ruth Newton, Terry Proctor

ABSENT: Karen Lehman, Tara Smith

WBHN STAFF: Tim Smith, Executive Director

CALL TO ORDER: The meeting was called to order by Chair Ausra at 4:03 p.m.

INTRODUCTION OF GUESTS: None

APPROVAL OF THE May 26, 2020 BOARD MINUTES:

- MOTION to approve the May 26, 2020 minutes by Grice; supported by Dyes.
 - MOTION carried.

COMMUNICATIONS:

- Written Comment:
 - Csokasy stated he received a letter from WBHN auditors with their opinion regarding funds received from the Cass County Mental Health Foundation. He will distribute copies this week. The auditors are standing by their opinion that monies received from Medicaid must not be used to pay rent to the Foundation, only to receive partial 'reimbursement' from the Foundation at the end of the year, in effect 'washing' the Medicaid funds by turning them into 'local' dollars. The auditors referenced a section in the state contract regarding General Fund dollars to support their opinion.
- Public Comment: None.

AGENDA APPROVAL:

- MOTION to approve June 23, 2020 agenda by Brown; supported by Dyes.
 - MOTION carried.

FINANCE:

- Finance Report
 - Tim Smith: Finance Committee met last week. The income statement included in the Board packet shows WBHN has significantly underspent funding in every line except for the General Fund. Smith stated the General Fund is so small that it might be overspent by the end of the fiscal year.
 - Csokasy, Chair of Finance Committee: The Committee met last week and approved May 2020 payables. The Committee held an initial discussion on the FY2020-2021 budget based upon spending by department.
- Payments for Approval
 - MOTION to approve payments for May 2020 totaling \$762,726.84 by Csokasy; supported by Grice.
 - MOTION carried.
- New Position – Chief Financial Officer
 - Tim Smith stated he has spoken with CFO Steve Anderson regarding his strengths in accountancy, as well as his relative lack of strength in being able to communicate WBHN's financial objectives to the Board and the community at large. Smith stated he "would like to hire a CFO who can drive our finance department." He would like to change Anderson's position to that of Comptroller and hire a new CFO. Smith stated that somewhat to his surprise, Anderson voiced being in favor of this change. Smith also stated that he is not anticipating a pay decrease for Anderson, as his current salary is in line with that of other Comptrollers in the region. Protracted discussion among the Board and Smith ensued from this point. Smith stated his intention to contact SWMBH CFO Tracy Dawson to discuss the position and

identify potential candidates. Following discussion, Board members stated tentative support for Smith's plans, awaiting further information including salary ranges for Comptrollers and CFO's in the region. Smith stated he will research these items and keep the Board informed in a timely fashion.

BOARD CHAIR REPORT:

- SWMBH Board Report: Michael McShane
 - June 12 meeting was brief and routine; minutes are available on the SWMBH website.
 - Planning Meeting was held electronically immediately following the Board meeting. SWMBH EO Brad Casemore presented the following: Michigan's General Fund status is "dire," showing a \$3B deficit; however, the State has a \$1.7B "rainy day fund" that might be used in part or in whole toward the deficit. Most State employees have been furloughed down to 80% pay/4-day work week. Provision of behavioral health services has been significantly reduced by the COVID-19 pandemic, which will affect future budget allotments at a time when demand for mental health services is greatly increased due to pandemic-related trauma. Certain service providers have continued to invoice SWMBH/CMH's despite their not providing any services during the period for which they billed. Tim Smith then stated that early in the pandemic, the State considered funding the providers until a return to relative normalcy. WBHN and other CMH's have not received clear and concise guidance from the State on how and whether to pay. WBHN is not paying providers who bill for zero services until instructions concerning payments are received from Lansing. The move by the State toward Specialty Integrated Health Plans (SIHP's) has apparently been abandoned for the time being. Along with 15 others, Al Jansen was newly hired into the State's Executive Branch. Jansen met with Casemore and offered the following information: The State plans to step away from responsibility for treatment model design, leaving that to local entities. In addition, the State is moving toward a "strict flat-out carve in." At this point, Smith stated his concern that this "sounds like privatization," with which McShane agreed. Jansen also noted that all service providers will need to re-bid during the next 2 to 3 years. All 10 PIHP Executive Officers around the State will collaborate in devising a plan toward providing services to individuals who are currently unenrolled and ineligible. Jansen has been invited to present at SWMBH's June Operations Committee meeting. Csokasy voiced concern that SWMBH will not be able to forward budget numbers for next year in time for WBHN to devise and submit its budget before the October 1 legal deadline. He noted that WBHN was 3 weeks late in submitting its budget last year, and he does not want a repeat of this to occur. He suggested that WBHN be prepared to submit a provisional budget to be revised when more precise funding information becomes available. Grice asked whether SWMBH must comply with the same legal deadline. Csokasy replied that they do, at least in theory, and he does not want WBHN to be among the group that fails to comply with the budget deadline.

EXECUTIVE DIRECTOR Tim Smith:

- Emergency Preparedness Plan: Upon further investigation, CMH boards have not been approving plans. McShane asked whether the preparedness plan details flow largely from the State. Smith replied that they do, and the plans are then customized for the County. Ausra stated his recollection that the Board already agreed it does not need to formally approve WBHN's Emergency Preparedness plans. Smith stated Board of other CMH's in the region do not approve these plans. Therefore, no motion was needed.
- IT/Business Intelligence: Pete Murphy was hired. His position will work with finance and clinical staff to bring about agency efficiencies, especially with claims, billing and documentation.
- Transpo (Cass County Public Transportation Authority): Smith received an email from County Administrator Jeff Carmen regarding becoming a member of the Transportation Authority Board. Dyes stated he has spoken with Carmen regarding this. Carmen is attempting to bring County Executive Directors (WBHN, COA, etc.) together, and he included Smith/WBHN because it is Transpo's top customer. Smith stated his primary commitment is to the WBHN Board. Newton remarked that WBHN already has 2 members on the committee, herself and Michael Grice. Grice stated the vendor who supported Transpo has left Cass County, so Carmen is putting together an executive member team to determine ways to save Transpo's services in the County. Csokasy asked how Smith could join this when he sits on the other side of the contract, as this constitutes a conflict of interest. Smith voiced the same concern. Csokasy remarked that in his opinion, WBHN/Smith can provide information, but should not be involved in an official capacity; however, he pointed out he is not familiar with Transpo's bylaws. McShane agreed regarding this being a potential conflict of interest but stated his hope that WBHN does everything possible to retain Transpo services for

clients, as a significant number rely upon public transportation to access services. McShane also asked whether the Board that Smith was asked to join was comprised of directors or advisors, as there is a significant difference. Following discussion, Smith stated he will speak with Jeff Carmen about providing information, but he cannot be an official Board member, as it would be a conflict of interest. The Board voiced agreement with Smith being in an advisory role only.

- Electronic Medical Record: Tim Smith stated WBHN is one of 4 CMH's in the state not using the "PCE" electronic records platform, still using Streamline instead, which is older and less user-friendly. Consensus is that PCE is a more efficient platform, easier to use. He would like to bundle PCE's services with Van Buren, Branch, and St. Joseph Counties to receive a reduced rate. Smith stated he is planning to submit an RFP.

OLD BUSINESS:

- None

NEW BUSINESS:

- Executive Committee Minutes
 - Mary Middleton stated the Board's need to approve and adopt goals.
 - MOTION to approve May 22, 2020 minutes, as amended, by Newton; supported by Csokasy.
 - MOTION carried.
 - Six Goals total
 - Grice asked Smith whether WBHN would be able to accomplish goals within specified time, to which Smith stated his belief they are achievable.
 - MOTION to approve 6 goals as stated in the Executive Committee meeting minutes by Proctor; supported by Csokasy.
 - MOTION carried.

CONTRACTS FOR APPROVAL:

- None

OTHER BUSINESS:

- Location of July 28, 2020 Board Meeting:
 - Smith stated the back portion of the building is available. It is large enough for social distancing and has a garage door that opens to the outdoors.
 - Board agreed to meet in person.
- Board of Directors Vacancies
 - Ausra stated the County has received applications for the 2 vacant positions.
 - Grice asked who has left the Board, resulting in 2 vacancies. Ausra replied that John Messner and Tara Smith have moved out of Cass County.

ADJOURN:

- MOTION to adjourn by Newton; supported by McShane.
- MOTION carried.
- Meeting adjourned 5:10 p.m.

NEXT MEETING: July 28, 2020 at 4:00 PM.

Board Secretary or Designee

Date

Woodlands Behavioral Healthcare works in partnership with individuals, families and the community to inspire hope promote resiliency and achieve recovery by providing effective behavioral health services

Interpreters for interested persons with deafness/hearing impairments, wishing to attend, will be provided by CMH providing a request is made 48 hours prior to the meeting